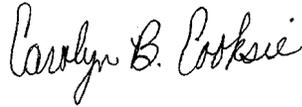


For: FSA Offices

Storing Farm and Home Plan (FHP) Data on the AS400/S36 FHP

Approved by: Deputy Administrator, Farm Loan Programs



1 Overview

A Background

To meet the requirements of the Government Paperwork Elimination Act, FSA is moving many business processes to the Internet. Using web-based applications is expected to greatly improve the delivery of Farm Loan Programs (FLP) to the public. FLP will be generating reports, tracking loan applications, and developing farm business plans on the web. To accomplish these efforts, FLP data will be moved to a web database.

Currently, there are 2 automated FHP systems used in field offices:

- PC FHP
- AS400/S36 FHP application.

County Offices may use either system. However, all data must be stored in the AS400/S36 FHP system, which is the official FHP data repository.

B Purpose

This notice:

- requires field offices to store all FHP data on the AS400/S36
- provides additional guidance toward FHP data management.

Disposal	Distribution
August 1, 2004	FSA Offices; State Offices relay to County Offices

Notice FLP-315

2 Preparing for Web-Based Farm Business Plans

A General Information

FSA is moving the process of developing farm business plans to the web. FLP is in the process of obtaining departmental approval for purchasing web-based Commercial Off the Shelf (COTS) software to replace the existing FHP systems. As part of this COTS package, the vendor shall initially populate the new system with existing FHP data residing in the FHP data repository. This includes current and historical FHP plans for each borrower/applicant stored on the AS400/S36 FHP application that has been accessed since installing County Release No. 512. Therefore, field offices must transfer copies of all PC FHP's to the FHP data repository.

B Action

FSA is expecting that COTS software will be procured and deployed by the end of the 2003 calendar year. Therefore, data must be transferred to the data repository no later than October 1, 2003. The data on the repository must be kept current by transferring PC FHP's each time they are updated. Any FHP data not residing in the data repository will not be moved to the web database and is expected to be lost in the conversion.

Move PC FHP data from the PC to the AS400/S36 using instructions in the PC FHP User's Guide, dated December 9, 2002. Chapter XXI, Importing and Exporting Databases, includes guidelines for transferring PC FHP's to the AS400/S36 application. A copy of the user's guide can be located on the:

- FSA Supplemental Applications CD as file PCFHPv50userguide.doc
- FSA Intranet Common File Share site at <http://ftpintra.fsa.usda.gov/release/> as file PCFHP5UG.zip
- CCE Certified Software for XP Workstations Intranet site at http://servicecenter.kcc.usda.gov/sfw_m_r.htm.

C Contact

For questions about:

- the steps described in the User's Guide for transferring FHP data, contact the State Computer Specialist or the FSA National Help Desk at 1-800-255-2434
- issues related to software program use, policies, and business area guidance:
 - County Offices shall contact the State FHP coordinator or State Office
 - State Offices may contact Steven Rubin, Program Sponsor, PDEED
 - by telephone at 202-690-8595
 - email to steven_rubin@wdc.usda.gov.